



BOARD OF HEALTH MEETING MINUTES
Tuesday, May 19, 2020

BOARD MEMBERS:

Georgia Hanigan, Commissioner, Payette County
Nate Marvin, Commissioner, Washington County (telephonically)
Tom Dale, Commissioner, Canyon County
Kelly Aberasturi, Commissioner, Owyhee County
Viki Purdy, Commissioner, Adams County
Sam Summers, MD, Physician Representative
Bryan Elliott, Commissioner, Gem County

STAFF MEMBERS:

Nikki Zogg, Jaime Aanensen, Doug Doney, Carol Julius, Katrina Williams, Troy Cunningham, Clay Roscoe

GUESTS: None

MEETING CALLED TO ORDER -- CHAIR

Chairman Elliott called the business meeting to order at 9:24 a.m.

REQUEST FOR ADDITIONAL AGENDA ITEMS

Chairman Elliott asked for additional agenda items. No agenda items were added.

INTRODUCTION OF NEW EMPLOYEES

Carol Julius introduced two new employees. Jaime Aanensen introduced two new employees.

REVIEW AND APPROVAL OF 04/28/2020 BOARD MEETING MINUTES

Board members reviewed meeting minutes from April 28, 2020.

MOTION: Dr. Summers made a motion to approve the April 28, 2020 minutes as presented. Commissioner Dale seconded the motion. Motion passed unanimously.

REVENUE AND EXPENDITURE REPORT:

Troy Cunningham presented the April 2020 Expenditure and Revenue Report. The target for revenues and expenditures at this point in the year is 83%. Our net cash position is represented by a positive net cash position of approximately \$287,486. Fee revenues so far are at 76% which is down from last month due to clinic services closures. Troy pointed out that contracts are at 81% as Public Health Preparedness and Response (PHPR) grants are billable during the COVID-19 event response.

Troy explained that four COVID-19 event response funding sources exist. The sources include the primary PHPR grant, the supplemental PHPR grant, Federal Emergency Management Association (FEMA) funds, and the Idaho CARES Act funds. The challenge is that both FEMA and Idaho CARES Act expect to be used as the funding source of last resort. Troy has created a documentation team to help compile necessary information for these reimbursements. He expects SWDH to be very close to 100% reimbursed for COVID-19 personnel expenses.

Board members asked questions about the work of SWDH staff directly related to COVID-19 and what it entails other than contact tracing for confirmed cases. Troy explained that much of the epidemiological aspect of the event response is covered under the current epidemiological contracts we have in place. Other COVID-19 related work are staff working with county emergency managers, schools, and businesses. The SWDH Logistics team which is not something SWDH normally has operational is handling requests for personal protective equipment (PPE), swabs, and other items coming as requests to the District. Staff are answering call center phone lines for COVID-19 questions. Also, clinic staff are in the process of setting up an Abbott rapid testing machine which can be used to provide rapid testing at long term care facilities and jails.

EMPLOYEE COMPENSATION

At the Board of Health meeting last month, Board members asked that the merit based increase for staff be removed from the proposed SWDH Fiscal Year 2021 budget. There was some conversation around implementing an equity pool. Nikki asked board members to instead consider allowing a small cost of living increase to help offset the increase in out of pocket health care premium costs that most employees will incur. This increase could be processed as a \$100 or \$200 permanent increase to salaries.

Board members expressed concerns about decreases in sales tax revenue and potential funding shortfalls for their counties. Board members discussed the importance of keeping salaries level during economically challenging times.

Board members do not support an increase in compensation for employees.

COVID-19 UPDATE

Visitors, clients and staff members are asked to use the front entrance to ensure everyone is screened for COVID-19 symptoms. Anyone providing a yes answer to any screening questions will have further screening questions from the SWDH Employee Health Nurse. Visitors and clients are required to wear face coverings. Staff are required to wear face coverings as well except when at their immediate desk area or in the break room. Safety glass partitions have been installed in the Caldwell facility and are under installation in our satellite offices. These partitions will help provide additional protection for staff.

The liaison team of Ricky Bowman, Jordan Seward, Kim Beckley, and Deanne Payne is working to connect with businesses and schools. Kim is reviewing plans for schools to reopen. Jordan has been working with behavioral health partners, and has reached out to long-term care facilities to give them information on how to order resources and be that central point of contact. Deanne has been in contact with businesses, cities, and counties regarding reopening and event planning (e.g., rodeo, fair, concerts, etc.).

Ricky has been working with county emergency managers and one topic being discussed is alternate surge planning. Ricky thanked each of the county's emergency managers and asked Board members to pass on that appreciation.

The logistics section has distributed personal protective equipment (PPE) to our counties and community partners. Throughout the COVID-19 response SWDH has provided PPE to each of our counties including 627 pieces to Adams County, 38,219 pieces to Canyon County, 38,846 pieces to Gen County, 1,993 pieces to Owyhee County, 10,824 pieces to Payette County, and 12,817 pieces to Washington County.

Cristina Froude discussed the Operations Section for the COVID-19 response. Since the last Board of Health meeting, supervision of epidemiologists has shifted to Ricky Bowman, Public Health Preparedness and Response manager. Last week more SWDH staff were trained in investigation and contact tracing. A bilingual state epidemiologist is also helping several days of the week.

The Continuity of Operations Plan (COOP) team has been working to update the COOP document and begin to plan to reopen and bring staff back to the facility.

Jaime Aanensen, Incident Planning Chief, explained that each week the Incident Command Staff group works to develop the incident action plan (IAP). This week the plans will transition to a two-week operational period. The daily situation report has been adjusted to be more user friendly.

Troy is working to coordinate funding from the four funding sources. At this point Troy expects Southwest District Health will receive full reimbursement for the costs incurred so far. Staff time have contributed approximately 10,000 hours of staff time to the COVID-19 response to date.

HIPAA concerns were discussed. Nikki explained that information is allowed to be shared with first responders to help alleviate fear and anxiety among first responders about possible exposures and how that may impact their families.

WESTERN IDAHO COMMUNITY CRISIS CENTER UPDATE

Cristina Froude provided an update on the Western Idaho Community Crisis Center. The crisis center is entering the second year for full funding from the state. Prior to the end of this second year of funding a sustainability plan will be presented. The Crisis Center has seen an increase in calls. Telehealth services are available for any of the rural community members who are unable to come in or have concerns about COVID-19 exposure.

The Crisis Center is working to track suicide rates specific to our region and statewide. There has been a slight increase in suicides in the last few months. Those rates will be continued to be monitored. The sustainability group and the outreach and community group will begin to meet again to increase awareness of and access to the crisis center.

CONTINUITY OF OPERATIONS PLAN AND CLINIC UPDATE

Carol explained that the cooperative effort of SWDH staff in pulling together to meet the pandemic response needs was very helpful. Clinic services reopened on May 7th to provide limited services two to three times a week with both SWDH nurse practitioners. Telehealth services continue to be available. WIC continues to see an increase in clients. In addition, several schools have requested immunization services.

The electronic medical records program transition to Athena has been pushed back one more time to July 6th following a delay in transfer of information from the previous program to the new Athena program.

Dr. Summers discussed the need to balance the increase in telehealth services with continued face-to-face visits as diagnosing some physical and behavioral health needs is difficult without it. He suggested health care providers convene to discuss telehealth services, what worked, and what the advantages are. Nikki will share this suggestion with the Healthcare Transformation Council of Idaho as they have a statewide telehealth taskforce established.

ANNUAL AUDIT PROVIDER UPDATE

At the last Board of Health meeting, Troy discussed the three bids received for external auditors. The Board gave Troy guidance to reach out to a fourth. He did reach out twice and has not yet heard back.

Nikki has been in contact with the Legislative Services Office (LSO) and has asked that SWDH be added to the Legislative Services Council June meeting to request to be removed from the LSO audit schedule. She explained that until LSO releases us from their audit schedule at the approval of the Legislative Council, we are unable to proceed with seeking private audit services.

DIRECTOR'S REPORT

Board Elections

Board of Health leadership elections will take place at the June Board of Health meeting.

Idaho Association of District Boards of Health (IADBH) Update

The Idaho Association of District Boards of Health (IADBH) meeting will be held virtually this year and will include only a virtual business meeting portion. Board of Health members discussed moving the June Board of Health meeting to align with the virtual IADBH meeting. Board of Health members agreed to hold the June Board of Health meeting on Thursday, June 11 from 9am to 12pm. Lunch will be provided for those board members who stay for the 1pm virtual IADBH board meeting.

Division of Human Resources Concerns

Nikki explained some growing concerns around timeliness of response and support from the Division of Human Resources (DHR) whose assistance is required to post jobs and approve updated job descriptions and temporary or permanent pay increases for staff. Several conversations with their Director and with Sara Stover have not yielded much improvement in timeliness or responsiveness.

Nikki shared that she is at a loss on how to best address this delay and the frustration and disruption in agency processes. Board members suggested Nikki reach out to the Director of Intergovernmental Affairs at the Governor's Office.

There being no further business, the meeting adjourned at 11:52 a.m.

Respectfully submitted:

Approved as written:



Nikole Zogg
Secretary to the Board



Bryan Elliott
Chairman

Dated: June 11, 2020